



UNITED STATES DISTRICT COURT
DISTRICT OF SOUTH CAROLINA

NOTICE FROM THE CLERK

DOCUMENT FAXING PROGRAM

The Document Faxing Program allows attorneys to receive orders and judgments by fax within hours of their entry on the docket. Hearing notices and trial calendars are also available through fax transmission. There is no fee for this service.

The facsimile copy becomes the official notice of a court decision, and your receipt is confirmed electronically. If electronic transmission is not confirmed, the document is then mailed.

Service by fax constitutes notice of entry as required by Federal Rule of Civil Procedure 77(d) and Federal Rule of Criminal Procedure 49. Only attorneys who have been admitted to practice in the United States District Court for the District of South Carolina are eligible to receive this service. **Local counsel are responsible for serving any counsel of record who are not admitted to practice in the District of South Carolina, including attorneys admitted Pro Hac Vice.** A one-time authorization applies to all pending and future cases.

Please complete the enclosed form and return it **immediately**.

By fax: **Mary Louise Bishop at 864-241-2711**
By mail: **Clerk, U.S. District Court**
P.O. Box 10768
Greenville, SC 29603

This program will begin **September 11, 2000**

Questions may be directed to Ms. Bishop at 864-241-2704
or

You may access information on the web at www.scd.uscourts.gov/docs.htm
Click on Document Faxing Program

The fax phone line must be dedicated to facsimile transmission, and the receiving machine must be available at all times.

We are pleased to provide this service to you.

Larry W. Propes
Clerk of Court

See list of documents that will be faxed through this program on reverse side.

DOCUMENTS IN FAXING PROGRAM

CIVIL:

CJA Appointment
Consent Judgment
Decree of Condemnation
Default Judgment
Findings of Fact
Foreclosure Decree and Judgment
Judgment
Order
Report and Recommendation

CRIMINAL:

CJA Appointment
Judgment and Commitment
Order
Report and Recommendation
Rule 20 and 21 Transfer

SEALED DOCUMENTS OR DOCUMENTS IN SEALED CASES WILL NOT BE FAXED



UNITED STATES DISTRICT COURT
DISTRICT OF SOUTH CAROLINA

**AUTHORIZATION TO SEND ORDERS AND JUDGMENTS
BY FACSIMILE TRANSMISSION**

The Clerk of Court for the District of South Carolina is authorized to transmit notice of entry of orders and judgments under Fed.R.Civ.P. 77 and Fed.R.Crim.P. 49 by facsimile transmission in any case in which this capability exists and the undersigned appears as attorney of record. I understand that this electronic notice will be in lieu of notice by mail. The following telephone number is dedicated for facsimile transmission. I further understand that I must notify the Court within 24 hours when I have a change of name, address, firm association, or facsimile number. I also understand that I will be responsible for providing associated counsel who have not been admitted to the District of South Carolina with a copy of the document.

NAME: _____

Federal ID No. _____

ADDRESS: _____

Fax No. _____

Phone No. _____

Signature: _____

Date: _____